

TRUMBULL SENIOR CITIZEN COMMISSION
MEETING MINUTES
APRIL 29, 2011

Commission members in attendance: Linda Ciocchi, Chm.; Joan Mehlhorn, Vice Chairman; Helen Weinstein, Secretary; Connie Cleary; Fran Hanna; Gary Raytar and Dorothy Merritt, Alternate

Commission members not in attendance: Dee Chiota, Amy DeZenzo

Non-Commission members present: Jim Henderson, Auditor

Public Attendance: Audrey Bajoros, Trumbull, Connecticut
Ann Notaro, Trumbull, Connecticut

Meeting called to order: 10:07a.m.

Approval of the Minutes

Amended the Minutes of March 25, 2011 as follows:

Correct the spelling of Jean Fereira's last name throughout the Minutes.

Page 1, third paragraph, replace J. Mehlhorn with C. Cleary.

Page 2, ninth paragraph, correct the spelling of plaque.

Page 3, fifth paragraph, replace bus driver with Dispatcher.

Page 4, second paragraph, replace promotion with appointment.

Page 4, third paragraph, delete language in the first sentence: "Regarding the new Treasurer's position".

Page 4, third paragraph, delete language in the second sentence: "may be suitable for the Treasurer Position and may also".

MOTION made by H. Weinstein to accept the minutes of March 25, 2011 as amended, seconded by C. Cleary.

VOTE: Motion carried unanimously.

Chairman Report

L. Ciocchi suggested that a "Walker" Program be organized. The commission members agreed that they would need to get a leader, possibly Michele Abriola.

MOTION made by J. Mehlhorn to look into a Walker Program, seconded by C. Cleary.

VOTE: Motion carried unanimously.

L. Ciocchi noted larger print would be necessary for the Reading Program. C. Cleary indicated there will be an opening(s) at the Book Club at the library. The commission members agreed they will support having the Book Club at the library and not at the Senior Center. The Librarian would be able to order the books with larger print and would also be able to order tapes.

L. Ciocci informed the commission that the shelving would be installed in the kitchen after the kitchen has been painted.

L. Ciocci also informed the commission that the new stove has been installed and it is working well. She indicated that the commercial stove has two burners not working but that the stove should be repaired through the Town and not the Senior Center.

Secretary Report

H. Weinstein read the contents of a letter from Michelene Hope addressed to the First Selectman on April 15, 2011 complementing the work of J. Ferreira and also the staff and volunteers at the Senior Center. H. Weinstein also made reference to an email from Connie Crump thanking J. Ferreira for her help concerning her elderly mother. L. Ciocci instructed that all correspondence to the Senior Center should be given to H. Weinstein.

Treasurer Report

G. Raytar submitted the Treasurer Report to the Commission (a copy of which is attached). G. Raytar explained the Special Agency Report and also the Snack Bar. The commission agreed the report is very helpful.

D. Merritt indicated to the commission of a donation from Home Depot in the amount of \$1,000.00. This donation was used to purchase a new refrigerator in the food pantry.

The commission further discussed the training for J. Ferreira for the computer financial program. The commission members agreed that they need to submit a request in writing to Lori Vellardito her training with J. Ferreira.

Center Director Report (A copy of which is attached.)

The commission members noted typographical errors in the Finance Report:

- \$200,404.58 should be \$20,404.58; and
- Stop and Shop donation should be \$3,500.00.

J. Ferreira is requesting that the Bingo prizes be increased from \$75.00 to \$100.00.

MOTION made by G. Raytar to increase the Bingo prizes from \$75.00 to \$100.00, seconded by J. Mehlhorn.
Vote: Motion carried unanimously.

Old Business

There was further discussion regarding the memorial plaques. The commission members discussed the need to establish a criteria for the memorial plaques. G. Raytar suggested a sub-committee be set up. C. Cleary and D. Merritt agreed they will provide rules and criteria for the memorial plaques and they will also check with J. Ferreira for any existing plaques.

F. Hanna questioned the status of the repair of the air conditioner. The commission members agreed this should be handled by the Town.

J. Mehlhorn noted that the café table by the elevator works out well and that it should stay where it is and, subsequently, they would need to order two more café sets. G. Raytar will get a price for two more café sets.

New Business

L. Ciocchi introduced the Auditor, Jim Henderson.

J. Henderson read through the Internal Audit Report previously submitted and is filed with the Minutes at the Town Clerk's office and explained the Recommendations and Follow-ups. J. Henderson indicated a little "housekeeping" needing to be done and that the Senior Center is headed in the right direction. He suggested the possibility of certification of the Senior Center. He will give L. Ciocchi a list of Senior Centers which are certified.

At the conclusion of the meeting, Ann Notaro stated that this is the cleanest Senior Center. She also suggested a sign for the kitchen door, "Authorized Personnel Only", and also the Senior Center having more volunteer speakers.

The next Trumbull Senior Citizen Commission meeting is scheduled for May 20, 2011 at 10:00AM.

Meeting Adjourned: 11:53a.m.

Respectfully submitted:

Marilou Mangiamele, Commission Clerk